

## **APPENDIX C: Miscellaneous Proposal Forms**

---

### **Cost Summary**

A one-page (two pages are allowed, if absolutely necessary) cost summary must be provided in Section I of the Technical Volume of each proposal, and counts towards the total allowed pages. This summary should be placed immediately after the official transmittal letter and should list total costs to the Government including fee for each Task by program calendar year, totals for each Task, and totals for each calendar year as in the example on the next page. Further breakdowns under each task, for each year in the categories of direct/indirect costs and equipment for each team member or subcontractor are required, if applicable. If any team members are proposing to provide cost sharing, please so indicate. The following form is an example only; any format that approximates this outline is acceptable.

	Year 1	Year 2	Year ...	Total Cost to Gov't	Cost Share
<b>Total Task 1...: ["Title"]</b>					
<b>Prime Contractor (specify):</b>					
Direct/Indirect (Labor, Materials, Travel, etc.)					
Equipment					
<b>Team Member 1... (specify):</b>					
Direct/Indirect (Labor, Materials, Travel, etc.)					
Equipment					
<b>Subcontractor 1... (specify):</b>					
Direct/Indirect (Labor, Materials, Travel, etc.)					
Equipment					
<b>Total Task N: ["Title"]</b>					
<b>Prime Contractor (specify):</b>					
Direct/Indirect (Labor, Materials, Travel, etc.)					
Equipment					
<b>Team Member 1... (specify):</b>					
Direct/Indirect (Labor, Materials, Travel, etc.)					
Equipment					
<b>Subcontractor 1... (specify):</b>					
Direct/Indirect (Labor, Materials, Travel, etc.)					
Equipment					
<b>TOTAL COST TO GOVERNMENT</b>					